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Martha Myers
Kennesaw State University

Catherine Beise
Kennesaw State University

Gove Allen
Kennesaw State University

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Recruiting IT Professionals in Academia

Martha Myers
Catherine Beise
Kennesaw State University

Abstract

The recruiting process provides the critical foundation in professional development. This is especially true in the information technology (IT) field where jobs far out number qualified applicants. This year's AIS / ICIS Placement Service statistics reveal that there were nearly twice as many positions as candidates, increasing the challenge for IS academic institutions to recruit desired faculty.

The primary goal of a recruiting effort is to find the best match between the candidate's and an institution's needs. Occasionally, departments may lose a position due to the inability to secure an appropriate candidate in a timely manner. This tutorial will present numerous tactical steps that can be taken beyond simply posting a position. It will include issues such as the timing of announcements, maintaining consistency in interviews, objective evaluation, as well as sample documents needed at each stage.

The purpose of the proposed tutorial is to chart the course of a successful recruiting cycle. Case studies and interactive discussion will be used to illustrate each step in the process. In addition, the presenters will provide insight to participants regarding how to take best advantage of the AIS / ICIS Web-based Placement services. The tutorial is aimed at administrative faculty as well as teaching faculty who serve on recruitment committees.

Outline

1. Overview of the Process
2. Defining a new position
 - a) Use of temporary positions
 - b) Case studies used to elicit audience participation
3. Job Announcements
 - a) Marketing perspective
 - b) Legal perspective
4. Reviewing Applications
 - a) Requirements first, Preferences second
5. Interviewing
 - a) Designing a consistent script
 - b) Phone and conference calls
 - c) Campus/site visits
 - d) Electronic interviewing
6. Calling References
 - a) Designing a consistent script
 - b) Additional references
7. Packaging the Offer
 - a) "Getting to Yes"
8. Follow up letters and other documentation
9. Wrap up

Proposers' Background

Martha Myers and Catherine Beise served as co-chairs for the annual AIS / ICIS Placement Services for 1997/98. They both have an in-depth perspective of the current academic IS marketplace, and have also successfully recruited for three IT positions in their department during this placement year.

Martha Myers, Ph.D., 1989, University of Texas: URL: <http://csis.kennesaw.edu/~mmyers>

As Chair of the Computer Science and Information Systems (CSIS) Department at Kennesaw, I have been engaged in extensive recruiting efforts. For example, during 1996-1997, we added four faculty members to our department. During 1997-1998, we will add three. I also chair KSU's search committee for a newly defined cabinet-level position, Chief Information Officer (CIO). In addition to my 8 years experience in academia, I served as vice-president of systems for Continental Insurance

Company, which also involved extensive recruiting activities. My primary research area is career development of IT professionals.

Catherine Beise, PhD., 1989, Georgia State University: URL: <http://kachina.kennesaw.edu/~cbeise>

As co-chair of the 1997/98 AIS / ICIS Placement Services, I have extensive experience in observing the approaches used for recruitment by academic institutions, and the kinds of challenges they encounter during the placement process. My previous industry experience includes working as a systems analyst, programmer, and consultant, as well as a group support systems researcher and practitioner in government. My research and publications have been in the areas of IS education, IS curriculum, and GSS facilitation. I have published in *MIS Quarterly*, *Computer Personnel*, and the *Journal of Systems Management*.